



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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HAGERSTOWN HISTORIC DISTRICT COMMISSION

MINUTES

DATE: August 24, 2023 – 4:30 p.m.

LOCATION: Council Chambers

Attendance –

Name	In-Person	Remote	Absent
Appointed Voting Members			
Michael Gehr, Chairperson	X		
Leslie Allen, Vice Chairperson			X
Robert Powell			X
W. Douglas Carroll	X		
Christopher George	X		
Glen Grant			X
Matthew Sherman	X		
Staff and Ex-Officio Members			
S. Bockmiller, Development Review Planner/Zoning Administrator	X		
J. Wu, Planner	X		
M. Revilla, Recording Secretary	X		
P. Reed, Architectural Consultant			X

Preliminary Matters -

Call to Order and Instructions from the Chair –

Michael Gehr called the meeting to order at 4:45 P.M. Attendance of members and staff are reflected in the chart above. The Chair read the standard public instructions regarding order of business into the record.

Approval of Minutes –

Approval of Minutes for meetings of:

February 25, 2021,	June 10, 2021,	August 26, 2021,	September 9, 2021
February 10, 2022,	February 24, 2022,	August 10, 2023	

Motion –

Mr. Powell made a motion to adopt the first six set of minutes as presented with no changes. Mr. George seconded the motion. The motion passed by a vote of 3-0-1. Mr. Sherman abstained.

Motion –

Mr. Sherman moved to approve the minutes of August 10, 2023, as presented and Mr. Carroll seconded. The motion passed with a vote of 4-0-0.

Consent Agenda –

HDC 2023-36 –125 West Washington Street – Paul Fulk – Side/rear porch removal.

HDC 2023-39 – 13 East Washington Street – Roberto Soto – Replacement of windows.

HDC 2023-40 – 1 North Potomac Street – Steve Owens – Window Replacement.

Motion -

Mr. Carroll: "Mr. Chairman, I have reviewed the materials submitting cases HDC 2023-36, HDC 2023- 39, and HDC 2023-40, and their associated staff reports and recommendation. I reviewed the properties in question and staff reports recommend approval consistent with applicable standards with the exception of HDC 2023-39 which describes mitigating circumstances that warrant approval and no one has appeared at this hearing with concerns about, issues with, or objections to these applications, Therefore, I move that the Commission adopt the staff evaluations and recommendations in these cases as its own and grant a Certificate of Appropriateness to the applicants for cases HDC 2023-36, HDC 2023-39, and HDC 2023-40." Mr. Sherman seconded the motion. The motion passed by a vote of 4-0-0.

Design Review-

HDC 2023-38 – 32 West Washington Street – University System of Maryland – Signage.

The applicant is proposing to install a projecting sign one an ornamental bracket on the front façade of the building on one of the several pilasters that form a major element of the front façade. Staff recommends approval with the condition that it be mounted to the building into mortar joints, without damaging the pilaster material.

Jacob Ashby of USMH described the materials to be used to include brackets to be mounted with led anchors to pre- cast concrete sections.

Motion –

Mr. Carroll: "Mr. Chairman, I have inspected the project plans and the property in question, and if constructed in accordance with these plans, the project is compatible with the character of the district for the reasons that the mounting to be repaired at a future date if necessary, and the fact that is generally in harmony with the Architectural Guidelines of the Commercial Historic District , therefore it is also in harmony with the character of the adjoining properties. Therefore, I move that the HDC grant a certificate of Appropriateness to the applicant in case HDC 2023 – 38. "Mr. Sherman seconded. The motion passed with a vote of 4-0-0.

Workshops-

None.

New Business-

None.

Old Business-

Continued discussion of Design Guideline comments postponed until the special meeting to have more Commission members present.

Announcements-

Mr. Bockmiller advised that the government hours of operation will be changing after September 4, 2023, to 8A.M. to 4P.M. In addition, he mentioned having a discussion at the next regular meeting regarding changing the meeting times..

Adjourn -

With no further discussion, Mr. Carroll made a motion to adjourn, and Mr. Sherman seconded the motion, the meeting adjourned at 5:08 P.M.



Mary Revilla, Recording Secretary
Approved 9-14-23